

## ***City Council***

### ***Study Session Summary***

**January 23, 2015**  
**Library Meeting Room, 951 Spruce Street**  
**12:30 PM**

The City Council met in a study session at 12:30 p.m. in the 1<sup>st</sup> Floor Meeting Room at the Louisville Public Library at 951 Spruce Street, Louisville, Colorado. The following persons were present:

City Council Present: Mayor Bob Muckle  
Mayor Pro Tem Hank Dalton  
Council member Jay Keany  
Council member Chris Leh  
Council member Susan Loo  
Council member Ashley Stolzmann

Staff Present: Malcolm Fleming, City Manager  
Heather Balser, Deputy City Manager  
Kurt Kowar, Public Works Director  
Joe Stevens, Parks and Recreation Director  
Ken Swanson, Chief Building Official  
Dean Johnson, Parks Superintendent  
Dawn Burgess, Executive Assistant to the City Manager

Others Present: Members of Public

*Call to Order* – The meeting was called to order at 12:45 p.m. by Mayor Bob Muckle

**City Council commenced to the City Services Facility site at 739 S. 104<sup>th</sup> Street, Louisville, CO**

At the job trailer, council met the RNL design team and the Bryan Construction team.

Public Works Director Kurt Kowar said the purpose is to let Council know where the project was, is and continues to move on. All design and construction teams met the terms of their contracts and the project is on course, schedule-wise and budget-wise.

### **Discussion: City Services Facility costs, Change Orders, Project Schedule and Budget**

City Manager Malcolm Fleming said based on \$150,000 contingency the project will come in \$300,000 over what has been budgeted. (\$300,000 includes the \$150k contingency).

Director Kowar believes staff will be able to begin moving equipment to the site starting in June. Kowar confirmed that there are enough people on staff to do the project correctly. The communication gaps have been closed. Council members requested that if a situation arises where more people are needed that Kowar come to Council. There may be more RNL hours for additional architectural/structural design.

City Manager Fleming thanked Kurt Kowar, Joe Stevens, Ken Swanson, Steve Hite, Mark Wozny, Allan Gill, Dean Johnson for stepping up on this project.

City Manager Fleming outlined procedural changes that have been implemented to keep the project on track: The City Manager is attending project coordinating meetings on site and intends to keep tracking as the project progresses. In the past, there was a failure to deliver complete information. Fleming has made it clear that RNL and Bryan are to contact him if there are concerns. The expectation is that things are communicated in a timely fashion.

Council discussion covered how information was shared, job duties and legal review of the contract.

Council members asked whether the addition of this project would prevent Public Works from completing other projects in the pipeline. Staff responded that major items are locked in, with some small projects waiting to move. Wastewater Plant moved out one month but nothing big was slipping.

Staff relayed that the CIP position was a termed position and was not to be filled. Staff suggested using the salary that was budgeted for this position could be used for the overage.

City Council suggested having more oversight earlier on future projects.

City Council should see a contract amendment/change for RNL within the next 3 meetings. Value engineering that occurred has not impacted the value of the facility. The facility will be a good one that will get the job done but nothing fancy. Any number of items was looked at for value engineering including paints, and

lights. Staffs impacted by changes have been involved in decisions. Not looking for short term savings.

More City Council discussion occurred on priorities and whether other projects will slip. Discussion occurred on CIP priorities and what is within staff's ability to control. Staff will provide an updated CIP list in the next few weeks. If staff can't complete some work or there are delays staff will let City Council know.

*Adjourn – 2:39 p.m.*

*Submitted by – Dawn Burgess*

*January 26, 2015*